

## REGULAR MEETING

### MAYOR AND BOARD OF TRUSTEES, VILLAGE OF BURR RIDGE, IL

May 10, 2010

**CALL TO ORDER** The Regular Meeting of the Mayor and Board of Trustees of May 10, 2010 was held in the Meeting Room of the Village Hall, 7660 County Line Road, Burr Ridge, Illinois and called to order at 7:00 p.m. by Trustee Paveza.

**PLEDGE OF ALLEGIANCE** was conducted by Thomas D'April of Gower Middle School.

**ROLL CALL** was taken by the Village Clerk and the results denoted the following present: Trustees Wott, Grela, Paveza, Allen, DeClouette, Sodikoff (arrived at 7:06), & Mayor Grasso (via teleconferencing). Also present were Village Administrator Steve Stricker, Public Works Director Paul May, Community Development Director Doug Pollock, Finance Director Jerry Sapp, Police Chief John Madden, and Village Clerk Karen Thomas.

There being a quorum, the meeting was open to official business.

**AUDIENCE** Resident Kathleen McNerney informed the Board that Com Ed is painting the poles on her street and questioned why the poles are not being painted in sequential order. Village Administrator Steve Stricker explained that Com Ed will eventually paint all of the poles and they are following a prioritized schedule. Mr. Stricker stated that a resolution was agreed to with Com Ed to complete the painting over a five year period.

**CONSENT AGENDA – OMNIBUS VOTE** After reading the Consent Agenda by Trustee Paveza, motion was made by Trustee Wott and seconded by Trustee Allen that the Consent Agenda – Omnibus Vote, (attached as Exhibit A), and the recommendations indicated for each respective item, be hereby approved.

On Roll Call, Vote Was:

AYES: 6 – Trustees Wott, Allen, Grela, DeClouette, Paveza, Sodikoff

NAYS: 0 – None

ABSENT: 0 – None

There being six affirmative votes, the motion carried.

**APPROVAL OF REGULAR MEETING OF APRIL 12, 2010** were approved for publication under the Consent Agenda by Omnibus Vote.

**APPROVAL OF REGULAR MEETING OF APRIL 26, 2010** were approved for publication under the Consent Agenda by Omnibus Vote

**ORDINANCE AUTHORIZING THE SALE BY PUBLIC AUCTION OF PERSONAL PROPERTY OWNED BY THE VILLAGE OF BURR RIDGE** The Board, under the Consent



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Agenda by Omnibus Vote, approved the ordinance authorizing the sale of personal property owned by the Village of Burr Ridge by public auction.  
**THIS IS ORDINANCE NO. 1106.**

**RECOMMENDATION TO APPROVE LEASE RENEWAL WITH IDNR FOR USE OF PROPERTY FOR WATER TRANSMISSION MAIN FROM BEDFORD PARK** The Board, under the Consent Agenda by Omnibus Vote, approved the lease renewal with IDNR for a 5 year term expiring on June 30, 2015 as an annual lease at \$245 per year.

**RECOMMENDATION TO AWARD CONTRACT FOR PAVING IMPROVEMENTS IN SAVOY CLUB SUBDIVISION** The Board, under the Consent Agenda by Omnibus Vote, awarded the contract to complete the Savoy Club Subdivision paving improvements to K-Five Construction Corporation, at the Burr Ridge 2010 Road Program low-bid unit prices, plus a re-mobilization fee of \$9,400.

**RECOMMENDATION TO AWARD CONTRACT FOR LANDSCAPE MAINTENANCE SERVICES IN SAVOY CLUB SUBDIVISION** The Board, under the Consent Agenda by Omnibus Vote, awarded a unit price contract to G & G Landscaping for landscape maintenance services in the Savoy Club Subdivision.

**RECOMMENDATION TO AWARD CONTRACT FOR PHASE II ENGINEERING SERVICES FOR CONSTRUCTION OF A TRAFFIC SIGNAL AT MADISON STREET AND NORTH FRONTAGE ROAD** The Board, under the Consent Agenda by Omnibus Vote, awarded the contract for Phase II engineering services for construction of a traffic signal at Madison Street and North Frontage Road (Joliet Road) in an amount not to exceed \$149,977.07.

**RECOMMENDATION TO AWARD CONTRACT FOR INSTALLATION OF TREES AT INDIAN HEAD HILLS SUBDIVISION** The Board, under the Consent Agenda by Omnibus Vote, awarded a contract to "The Care of Trees" in the amount of \$5,700 for the removal of hazard trees and a contract to "The Fisher Burton Company" in the amount of \$17,139.84 for the planting of new trees at the Indian Head Hills Subdivision, for a total amount of \$22,839.84.

**PROCLAMATION DESIGNATING APRIL 25 THROUGH MAY 1, 2010 AS ARBOR DAY WEEK** The Board, under the Consent Agenda by Omnibus Vote, approved the proclamation retroactively designating April 25 through May 1, 2010 as Arbor Day week.

**PROCLAMATION HONORING RESIDENT IRENE V. FENCL** The Board, under the Consent Agenda by Omnibus Vote, approved the proclamation honoring Burr Ridge resident Irene V. Fencl in honor of her 100<sup>th</sup> Birthday on June 1, 2010.

**RECEIVE AND FILE QUARTERLY 2009 – 2011 TARGETS FOR ACTION REPORT**



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The Board, under the Consent Agenda by Omnibus Vote, received and filed the Quarterly 2009 – 2011 Targets for Action Report.

**VOUCHERS FY 09 - 10** in the amount of \$135,539.84 for the period ending May 10, 2010 were approved for payment under the Consent Agenda by Omnibus Vote.

**VOUCHERS FY 10 - 11** in the amount of \$188,935.47 for the period ending May 10, 2010 and payroll in the amount of \$173,104.65 for the period ending May 1, 2010 were approved for payment under the Consent Agenda by Omnibus Vote.

### **PROCLAMATION HONORING IRENE V. FENCL**

Village Administrator Steve Stricker read the proclamation honoring resident Irene V. Fencl. Ms. Fencl will celebrate her 100<sup>th</sup> birthday on June 1, 2010 and has resided at 15W719 83<sup>rd</sup> Street since August of 1961.

**ORDINANCE ANNEXING CERTAIN REAL ESTATE (WEST BABSON PARK)** Village Administrator Steve Stricker announced that on April 26, 2010, DuPage County authorized the annexation of the properties on 74<sup>th</sup> and 75<sup>th</sup> Streets. Upon approval of the annexation ordinance, a 30 day waiting period is required under state law before the annexation is effective.

Trustee Wott inquired about the one objection to the annexation and the effect it might have in regard to the sewer and water connections. Mr. Stricker responded that it will not affect the sewer or water connection and Public Works has begun working on the water main and it is hoped to be installed in the fall.

Motion was made by Trustee Gela and seconded by Trustee DeClouette to accept the annexation petition and to approve the ordinance annexing the properties on 74<sup>th</sup> and 75<sup>th</sup> Streets, in the West Babson Park Subdivision.

On Roll Call, Vote Was:

AYES: 6 – Trustees Grela, DeClouette, Wott, Paveza, Allen, Sodikoff

NAYS: 0 – None

ABSENT: 0 – None

There being six affirmative votes, the motion carried

**THIS IS ORDINANCE NO. 1107.**

Mayor Grasso recognized the efforts of staff in their persistence in completing the annexation.



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**RECOMMENDATION TO AWARD CONTRACT FOR NEW VILLAGE-WIDE TELEPHONE SYSTEM** Finance Director Jerry Sapp explained that the current phone system is approximately eleven years old and consists of two Nortel systems; one at the Village Hall and one at Public Works. A new telephone system is needed at the Police Facility and it is not efficient to maintain separate phone systems at multiple locations. Mr. Sapp also pointed out that the current Nortel system is no longer supported and cannot be expanded. In addition, it is vulnerable to attacks and has been hacked in the past. Thus, it is necessary to update, integrate, and centralize the telephone technology with the existing network and technology infrastructure.

Mr. Sapp continued by stating that several vendors and systems were reviewed and Cisco was identified as the best overall system for the Village. It is a well-established company with good customer support and the Village network is standardized with the Cisco Networking equipment. The name of the desired system is the Cisco Unified Communications Call Manager which integrates voice, email, fax, and messaging in a single system. It has many benefits such as centralized voice service, simplified maintenance, system flexibility, and component level upgrade capability. The system would be located at the Village Hall and the telephone service distributed via the wireless network backbone connecting the Village Hall, Public Works, and the new Police Facility. In addition, backup lines will be installed at Public Works and the Police Facility in the event there is a failure at Village Hall. Mr. Sapp projects installation of the new system by mid-July such that the system will be available when the Police move into the new facility.

Mr. Sapp explained that the estimated cost for installation and training for the new system is \$15,000 and the annual hardware and software support cost will be approximately \$6,000. In addition, Mr. Sapp pointed out that the Village will save approximately \$24,000 per year by switching from the Centrex system to the new digital lines.

Mr. Sapp stated that quotes were obtained from five vendors for the Cisco Unified Communication Call Manager and CDWG, one of Cisco's largest distributors, provided the lowest price at a 46% government discount. Therefore, staff recommends that the contract for the purchase of the Village-wide telephone system be awarded to CDWG for \$60,195 and that the Board approve usage of the money from the IT Funds Professional Service Budget for the \$15,000 system implementation costs.

Steve Stricker, Village Administrator clarified that the \$60,195 is being transferred from the Equipment Replacement Fund to the IT Fund where it will be expensed out. Money has been put aside for the past few years for the replacement of the phone system.

In response to Trustee Grela's question regarding the \$6,000 annual support cost and when it would become effective, Mr. Sapp explained that following the installation in July, there would be 90 day manufacturer warranty period, then a two to three thousand dollar partial charge for the remainder of the fiscal year, and beginning May 1, 2011, the annual \$6,000 support cost would be effective.



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Trustee Grela also questioned what is included in the annual support cost and Mr. Sapp explained that it includes software licensing fees and maintenance of the call manager server component.

Trustee DeClouette questioned the Firewall management for the system and Mr. Sapp responded that it is the Village's responsibility to manage the Firewall and to block out intrusion. The IT Consultant utilized by the Village is Cisco certified and is responsible for the Firewall management.

Motion was made by Trustee Allen and seconded by Trustee DeClouette to award the contract for the purchase of the new Village-wide telephone system to CDWG in the amount of \$60,195 and to approve system installation and training costs using the Village's IT consultant in an amount not to exceed \$15,000.

On Roll Call, Vote Was:

AYES: 6 – Trustees Allen, DeClouette, Wott, Paveza, Sodikoff, Grela

NAYS: 0 – None

ABSENT: 0 – None

There being six affirmative votes, the motion carried

**RECOMMENDTION TO AWARD CONTRACT TO DE SIGN GROUP SIGNAGE CORPORATION FOR PORTABLE EVENT SIGNAGE** Doug Pollock, Community Development Director, explained how wooden A-frame signs are currently used throughout the Village, primarily in downtown Burr Ridge, to advertise community events. After the completion of the enhancements to the downtown Burr Ridge entryway last year, staff felt that an upgrade was needed for the event signs. A prototype for a sign was developed that used the same materials and colors as the permanent signs on County Line Road as well as the signs in the Village Center. This prototype was presented to the same sign contractor that was used for the construction of the signs on County Line Road. Staff is recommending that three of the signs be purchased. Two of the signs would be used at Burr Ridge Parkway and County Line Road and another at Plainfield Road and County Line Road.

Mr. Pollock explained that the signs are portable. One of the signs would be constructed on a T-frame base and could be located anywhere. The other two signs would have permanent bases in the ground to be located at County Line Road and Plainfield Road and another at Burr Ridge Parkway and County Line Road. The sign boards used would be those that are used with the A-frame signs and would be replaced for the various community events. When the signs are not needed, the entire sign could be removed and placed in storage. The sign proposal was presented to the Events Planning Committee and they unanimously recommended that the signs be purchased.

Mr. Pollock concluded that the bid for the three signs amounted to \$5,202 from Design Group Signage Corporation. Therefore, staff recommends that the Board waive all bids and award the



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contract to Design Group Signage Corporation in an amount not to exceed \$5,202 for the construction of three portable event signs.

Steve Stricker Village Administrator, added that the funding for the purchase of the signs would be taken from the Hotel Motel Tax Fund.

In response to Trustee DeClouette's question as to how many more signs would be purchased, Mr. Pollock responded three additional signs are anticipated.

Motion was made by Trustee Wott and seconded by Trustee Grela to waive bids and award a contract to Design Group Signage Corporation in an amount not to exceed \$5,202 for the construction of three portable event signs.

On Roll Call, Vote Was:

AYES: 6 – Trustees Wott, Grela, Paveza, Allen, DeClouette, Sodikoff

NAYS: 0 – None

ABSENT: 0 – None

There being six affirmative votes, the motion carried

**RECOMMENDTION TO USE BUILDING PERMIT PERFORMANCE BOND TO REMOVE OR FILL ABANDONED FOUNDATION IN SAVOY CLUB** Doug Pollock, Community Development Director, summarized the recommendation as follows: There are two lots in the Savoy Club Subdivision for which building permits were issued and the construction of the houses was not completed. One of lots contains a home that is 90% complete, is in good condition, and neither the neighbors nor staff is concerned about it. As part of the subdivision improvements, grading and seeding of this lot will be performed. There is a second lot where the foundation was built, the first floor decking was constructed, and the walk-out basement was enclosed with a wood structure. The neighbors on either side have concerns about the appearance of this lot, as does the Village. Mr. Pollock has talked with the neighbors and Mr. Dan Callaghan, the owner of the property. Mr. Pollock suggested to the Board that there are three alternatives to be considered for the uncompleted lot.

One alternative is to use the Performance Bond money to have the foundation completely removed and return the lot to its unimproved condition.

A second alternative would be to use the Performance Bond to have the wood decking removed and to fill and bury the foundation and at such time that a permit is issued, the fill could be removed and the foundation used for construction of a home.





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The third alternative, as requested by Mr. Callaghan, is to allow more time to find a buyer for the lot. In the interim, Mr. Callaghan will install a lockable service door and windows on the foundation, remove the Tyvek siding, paint the decking and sides, and add some landscaping around the foundation. Mr. Callaghan is requesting this interim solution be allowed until the spring of 2011.

Mr. Pollock has discussed the third alternative with the neighbors on either side of this lot and they are accepting of the third alternative. The residents of Savoy Club, as well as Mr. Pollock, feel that an extension through the end of this construction season is appropriate and the situation could be reassessed prior to the winter.

Trustee Grela commented that the removal of the foundation should be the last alternative to consider. If the foundation is removed, it would make it more difficult to construct another foundation in the future as it would have to be dug substantially deeper to locate undisturbed soil. In Trustee Grela's opinion, the improvements to the property would be the best case scenario and extending the time to June or July of 2011 would be acceptable.

In response to Trustee Allen's question regarding the deadline for Mr. Callaghan to complete the improvements to the lot, Mr. Pollock stated that it would be subject to completion of the requested improvements within the next 30 days.

Motion was made by Trustee Grela and seconded by Trustee Allen to allow Mr. Callaghan to install a lockable service door and windows on the foundation, remove the Tyvek siding, paint the decking and sides in a color to be coordinated with staff, and add landscaping around the foundation within 30 days and the Board will reassess the situation in June of 2011 if the property has not been purchased.

On Roll Call, Vote Was:

AYES: 6 – Trustees Grela, Allen, Paveza, Wott, DeClouette, Sodikoff

NAYS: 0 – None

ABSENT: 0 – None

There being six affirmative votes, the motion carried

**OTHER CONSIDERATIONS** Village Administrator Steve Stricker pointed out that several years ago, the Village instituted a requirement that the exterior of homes be constructed and the site improvements completed within a year. There have been some situations with large expensive homes constructed with unique building materials, where the homes have not been completed within the one year time period.

In discussing this situation with Mayor Grasso and Mr. Pollock, Mr. Stricker is wondering if this issue should be reviewed to determine if the rules should be amended by either increasing the time



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allowed or decreasing the penalty fees. Mr. Stricker asked the Board for permission to prepare a report to be presented at the next Board meeting.

Mayor Grasso thanked Mr. Stricker for discussing this item in his absence. Mayor Grasso pointed out that several situations exist in the current climate where homes cannot possibly be completed within the one year timeframe and would like to present the facts to the Board for discussion.

**AUDIENCE** There were none at this time.

**REPORTS AND COMMUNICATIONS FROM VILLAGE OFFICIALS** Trustee Wott encouraged everyone to attend the Craft Fair at the Village Center on Saturday and Sunday.

**ADJOURNMENT** Motion was made by Trustee Wott and seconded by Trustee Allen that the Regular Meeting of May 10, 2010 be adjourned.

On voice vote the motion carried and the meeting was adjourned at 7:46 p.m.

PLEASE NOTE: Where there is no summary of discussion on any items in the minutes, this reflects that no discussion occurred other than the introduction of the item.



Karen J. Thomas  
Village Clerk  
Burr Ridge, Illinois

APPROVED BY the President and Board of Trustees this 24<sup>th</sup> day of May, 2010.





**AGENDA  
REGULAR MEETING – MAYOR & BOARD OF TRUSTEES  
VILLAGE OF BURR RIDGE**

**May 10, 2010  
7:00 p.m.**

- 1. CALL TO ORDER/PLEDGE OF ALLEGIANCE – Thomas D'Aprile  
Gower Middle School**
- 2. ROLL CALL**
- 3. AUDIENCE**
- 4. CONSENT AGENDA – OMNIBUS VOTE**

All items listed with an asterisk (\*) are considered routine by the Village Board and will be enacted by one motion. There will be no separate discussion of these items unless a Board member or citizen so request, in which event the item will be removed from the Consent Agenda.

**7:00 p.m.  
Proclamation Honoring Resident Irene V. FencI**

**5. MINUTES**

\*A. Approval of Regular Meeting of April 12, 2010

\*B. Approval of Regular Meeting of April 26, 2010

**6. ORDINANCES**

A. Consideration of Ordinance Annexing Certain Real Estate (West Babson Park)

\*B. Approval of Ordinance Authorizing the Sale by Public Auction of Personal Property Owned by the Village of Burr Ridge

**7. RESOLUTIONS**

**8. CONSIDERATIONS**

A. Consideration of Recommendation to Award Contract for New Village-wide Telephone System

B. Consideration of Recommendation to Award Contract to DeSign Group Signage Corporation for Portable Event Signage

C. Consideration of Recommendation to Use Building Permit Performance Bond to Remove or Fill Abandoned Foundation in Savoy Club

\*D. Approval of Recommendation to Approve Lease Renewal with IDNR for Use of Property for Water Transmission Main from Bedford Park

\*E. Approval of Recommendation to Award Contract for Paving Improvements in Savoy Club Subdivision

**EXHIBIT** A

- \*F. Approval of Recommendation to Award Contract for Landscape Maintenance Services in Savoy Club Subdivision
- \*G. Approval of Recommendation to Award Contract for Phase II Engineering Services for Construction of a Traffic Signal at Madison Street and North Frontage Road
- \*H. Approval of Recommendation to Award Contract for Installation of Trees at Indian Head Hills Subdivision
- \*I. Approval of Proclamation Designating April 25 through May 1, 2010 as Arbor Day Week
- \*J. Approval of Proclamation Honoring Resident Irene V. FencI
- \*K. Receive and File Quarterly 2009-11 Targets for Action Report
- \*L. Approval of FY 09-10 Vendor List
- \*M. Approval of FY 10-11 Vendor List
- N. Other Considerations – For Announcement, Deliberation and/or Discussion Only – No Official Action will be Taken

**9. AUDIENCE**

**10. REPORTS AND COMMUNICATIONS FROM VILLAGE OFFICIALS**

**11. ADJOURNMENT**